

Application Form – Harbour Master Approval

Who uses this form?

This form is to be completed for all works that are captured by Section 110 of the *Ports and Maritime Administration Regulation 2021* (Regulation), which are not being carried out by or on behalf of the Port Authority of New South Wales. Section 110 of the Regulation (Disturbance of bed of port) states:

"A person must not use drags, grapplings or other apparatus for lifting an object or material from the bed, or otherwise disturb the bed, of a port specified in Schedule 4 except— (a) with the written permission of the relevant harbour master, and (b) in accordance with the conditions of the permission."

If you have any questions regarding this Form or the [Harbour Master Approval Process](#) please contact the Port Authority of NSW's relevant Harbour Master area or the Planning Department. Contact details and submission instructions are provided in Section 5 below.

Before submitting this form:

Have you discussed the proposal with Port Authority of NSW's planning staff or the relevant Harbour Master (or delegate)? (Refer Section 5 for contact details)	<input type="checkbox"/> YES <input type="checkbox"/> NO
Have you prepared the information listed in Section 3 to provide with the form?	<input type="checkbox"/> YES <input type="checkbox"/> NO

1 Details of proponent

Company / organisation / agency

ABN

Mr Ms Mrs Dr Other

First name

Family name

Position

Postal address

Suburb / Town

State

Postcode

Daytime telephone

Mobile

Email

2 Details of contact person for the development proposal (if different to section 1)

Note: This section can nominate the consultant/contractor preparing the application as the contact for the proposal.

Company / organisation / agency

ABN

Mr Ms Mrs Dr Other

First name

Family name

Position

Postal address

Suburb / Town

State

Postcode

Daytime telephone

Mobile

Email

3 Details of site and proposal

The Site is located within which port (as per Schedule 1 of the *Ports and Maritime Administration Regulation 2012*):

Port of Yamba

Glebe Island / White Bay

Newcastle Harbour

Botany Bay

Sydney Harbour

Port Kembla

Overseas Passenger Terminal

Port of Eden

Other

Brief summary description of proposed works

3 Details of site and proposal continued

Owner of the land where the proposed works will occur

Desired commencement date of works

Expected completion date of works

Proposed timing of works (e.g. standard construction hours, night works, etc)

Brief summary of any stakeholder consultation conducted

Please attach relevant information including:

- Map showing location and extent of works YES NO
- Project description YES NO
- Description of the manner in which bed is to be disturbed (including plant, mitigation measures and other information) YES NO
- Environmental assessment for proposal YES NO
- Landowner's consent YES NO

Note: The Harbour Master may require additional information to assist with the assessment of the proposal.

4 Details of consent authority

Who will be the Consent Authority for this Proposal (e.g. Council/RMS/Minister for Planning)?

Have you discussed the proposal with a representative of the Consent Authority?

YES NO

Name of contact person

Daytime telephone

Mobile

Email

Has the Proposal been approved?

YES NO

5 Proponent's signature

As the proponent of the project and in signing below, I/we hereby:

declare that the information contained within this application is complete and accurate at the time of signing.

Signature

In what capacity are you signing if you are not the proponent

Name

Name if you are not the proponent

Date

6 Port Authority contact details and submission instructions

Email this form and the supporting information to the relevant contact for the relevant port:

Sydney Harbour and Botany Bay harbourmasterapprovals@portauthoritynsw.com.au

Newcastle Harbour and Clarence River (Yamba) nc_enquiries@portauthoritynsw.com.au

Port Kembla and Eden k_enquiries@portauthoritynsw.com.au

Enquiries and questions about this Form or the [Harbour Master Approval Process](#) can also be directed to the Port Authority's planning team:

E Planning@portauthoritynsw.com.au

T (02) 9296 4999

Applicant's lodgment

By submitting this form,

- (i) I agree that Port Authority is collecting my personal information for the purpose of handling my request and if I do not provide all the necessary information my request may not be processed;
- (ii) I acknowledge that the personal information I have disclosed will be handled in accordance with Port Authority of NSW's Privacy Statement located [here](#); and
- (iii) I may request access to my information at any time by contacting the Privacy Coordinator on access2info@portauthoritynsw.com.au or (02) 9296 4999.